

THRILOW AND HEATHFIELD PARISH COUNCIL

Minutes of the Annual Parish Council Meeting held in The Barbara Pointon Room , Thriplow Village Hall on the 14th July 2025 at 7.30 pm

Present Jane Gough , Sonya Cooper, David Easthope, Tom Harvey, Fergus Ramsay, Carly Richman, Richard Taylor

District Councillor - Richard Williams (Part- time)

Ounty Councillor: - Peter McDonald (Part-time)

Parish Clerk - Martyn Corbet

RFO - Austin Flynn

Members of the Public also present -

Lynn Driscoll, Uday Phadke (Part-time) and David Schneider

1. Co-option of new parish councillors

Cllr Gough explained that Lynn Driscoll and David Schneider have expressed a wish to become parish councillors. Each had previously served on the Parish Council. Their co-option was proposed by Cllr Cooper and seconded by Cllr Gough and agreed. Each was give a register of interests form to sign. Cllrs Driscoll and Schneider will occupy the remaining Heathfield Seats.

2. Apologies for Absence

No apologies for absence were received

3. Minutes of the Parish Council Meeting held on the 12th May 2025

The minutes having been previously circulated were agreed and signed by the Chairman.

4. Matters arising from the above-mentioned minutes not otherwise covered by this Agenda

There were no matters arising.

5. Minutes of the Extraordinary Parish Council Meetings held on the 28th May and 7th July 2025

These minutes having been previously circulated were agreed and signed by the Chairman.

6. Matters arising from the above-mentioned minutes but not otherwise covered by this Agenda

There were no matters arising..

7. Health & Safety Reports, Health & Safety and Environmental Issues

a) Heath & Safety Reports

Report forms will be issued to parish councillors at the next meeting in September

b) Damage to the footpath in School Lane

Cllr Cooper referred to the fact that nothing has been done about the footpath in School Lane. The parish clerk has repeatedly asked for it to be repaired. Cllr Cooper said it is in a shocking state and practically impassable. She was supported in this by Cllrs Gough and Schneider. Cllr MacDonald will arrange a meeting. This will be attended by Cllr Cooper John Obrien of Cambridgeshire County Council and Cllr MacDonald.

SC/PM

8. Parish Recreation Grounds and Maintenance

a) Work Required on Thriplow Rec

The parish clerk has an invoice from Ian Wilson for payment. There is a problem with the matting surrounding the roundabout. The seals in it has disappeared and it has become dangerous. An email of this together with pictures have been sent to Ian Wilson for comment. He ill not be paid until a response is received. The damaged wall needs repair. It is badly damaged and expensive to repair. It might be better to knock it down. This is being investigated.

Post Meeting Note – Ian Wilson has contacted the parish clerk. His analysis of the problem and its solution is. Someone has tried to move the matting and pulled the glued joints apart. They have pulled one piece of the matting off completely. Ian has spoken to the suppliers of the matting who have recommended a different glue with the use of metal clips under the matting to stop it being pulled apart again. To repair the missing piece we can add a rubber repair mixture which will bond to the original matting and give the same finish. The parish clerk has asked Ian Wilson for an estimate of the cost of this work.

b) Replacement of the Middle Street and Fowlmere Road Signs

The Fowlmere Road sign has been replaced. It is in plastic. The parish clerk will check the Middle Street sign.

Post meeting note – The Middle Street sign has been replaced. It is on the opposite side of the road to Thriplow House. It too is plastic.

c) Broken Fences on Heathfield Open Space

Work needs to be done on broken fences both at the Pepperslade entrance and along The Greenway. Quotes will be obtained by Cllrs Harvey, Taylor and Schneider. **RT/DS**

d) Work required on the Heathfield Open Space

i) Repairs to Gate and Fences

This has previously been dealt with

ii) Sign at Pepperslade entrance

The parish clerk has obtained a quote of £435 plus VAT for a sign which will say No Parking – Access required for bin emptying. It was decided that this sign should be placed on the gate. The cost was felt to be too high. Cllr Schneider will obtain a printed sign from Vista Print which will cost a maximum of £120

Post Meeting Note – Cllr Schneider has obtained a quote of £27.79 plus £5.50 carriage. The sign has been ordered.

e) Painting the Phone Box in the Village

Cllr Harvey will do this. Cllr Schneider will order the paint. The parish Clerk will supply him with the code;

f) Ditches in Lower Street and beside The War Memorial

The ditch near to the pub needs to be cleared especially as it is dry. Cllr Harvey will undertake this task. Cllr Taylor referred to a tree which needs attention near The Donkeys on The Balk. It is on the righthand side. The parish clerk will write to David Walston and ask if he is aware. There is a dangerous hedge at 4 Lower Street. The parish clerk will write to the owners. The village email and FaTN will be used to advise that hedges should be cut. The parish clerk will also be writing to Alistair Gray to advise him to cut his hedge at School Lane. **MC**

9. Updates and Progress Reports on:

a) Wooded Area at Hurdles Way

No progress has been made on this item. It will be taken forward at the next meeting.

b) Application re 20 mph Speed Limit

The parish clerk confirmed that a response is awaited from SCDC

c) Progress on Parking on the Ringstone Open Space

Cars are still being parked on the green area. **Cllr Richman referred to vehicles** being driven onto the Ringstone Open Space on Air Show Days. Particular mention was made of a camera crew. Cllr Gough will check with the IWM to find out details of the Company to which this vehicle belongs. A complaint will be made by the parish clerk. **JG/MC**

10. Tree Works & Tree Protection Orders

a) Tree Works

25/0562/TTCA – Tree Works Notice – 61 Church Street -T1 Walnut crown reduced by up to 2 metres (30%) to reduce overhanging branches from neighbouring property and allow more light into garden T2 Plum – Pollard approximately 3 metres from ground level to clear neighbouring property – no objections

b) Work required in respect of removal of the tree stump on The Green – Review of Quote

The parish council has obtained a quote of £4,750 inclusive of VAT from Shelford Trees to repair the damage to Mr Phadke's property caused by the tree which fell earlier this year. The tree damaged Mr Phadke's fence and the grounds of his property. Cllr Gough pointed out that the quote had been carefully researched. There are implications for utilities running through the property. Expert opinion and surveys had been obtained. Following its partial removal of the tree Eco Plugs have been inserted into the tree stump. The intention was to kill the tree and its roots pending removal. Mr Phadke's fence had also been damaged as had a concrete path on his property. Cllr Gough stated that only one quote has been obtained. This is because the parish clerk was unable to arrange for others due to the complexity of the job in hand. The parish council had been informed of this previously.

The RFO pointed out that the parish council has not Precepted for such a large amount of money. It does not have the financial resources to cover the whole cost. The possibility of making an insurance claim was discussed.

Cllr Easthope stated that the parish council should obtain 3 quotes. Cllr Gough pointed out that each quote would involve a survey which would have to be paid for. Part of the cost of the quote from Shelford Trees has involved surveys.

Cllr Schneider offered to speak to a tree surgeon he uses and seek a quote. The parish clerk will also seek to obtain a further quote.

Cllr Easthope has investigated the reported problems with a tree in Middle Street which is affecting the re-installation of the MVAS. The tree is on the verge and part of it needs to be cut back. It was agreed that Cllr Harvey will undertake this work.

11. Footpaths

There was nothing further to report on footpaths

12. Planning Matters

a) Planning Applications Received

24/04140/FUL – Demolition of Thriplow Grain Store and erection of 26 houses with access from Fowlmere Roa, landscaping and associated infrastructure – Thriplow Farm Lodge Road – for response see Minutes of 7th July

25/02177/FUL – construction of Anaerobic Digestion Plant with carbon capture including an improved access to from A505 an ecological enhancement scheme and associated infrastructure (change of use from arable land to renewable energy facility) – land north of the A505 south of Thriplow Village – no response will be sent until after the Public Meeting on the 16th July

25/02340/FUL & 25/02341/FUL – erection of an agricultural building for straw storage and creation of concrete apron – Thriplow Farm, Lodge Road – no objections

b) Planning Decisions Received

None

c) Planning Appeals

None

d) Neighbourhood Plan

Cllr Easthope said that the referendum result was a vote in favour of the adoption of the Neighbourhood Plan (127 for and 32 against)

The Plan will be presented for adoption by the District Council at a full council meeting on Thursday 17th July.

Representation from the Parish Council is allowed but with speaking time limited to 3 minutes.

Both Cllr Easthope and Philippa MacGarry will be speaking and they have to share the 3 minutes time allowed. What they plan to say had to be submitted to the District Council by close of play last Friday and they will be advised if there are any issues in their proposal. Nothing has been heard so far.

e) The Grain Store

No further information has been received

f) Meridian BioGas

There is a Public Meeting scheduled for this Wednesday the on 16th July.

g) Any Miscellaneous Matters

Cllr Easthope referred to permission for a dwelling at Manor Farm which was granted in 2005. This is now being implemented.

13. Financial Matters

a) Authority was given to pay the following

	Amount	VAT	Total
SCDC – Dog Litter Bin - Pepperslade	417.75	83.55	501.30
SCDC – Dog Litter Bin - Emptying	416.00	83.20	499.20
Payroll - July	1,429.70	0.00	1,429.70
Parish Clerk's Expenses	35.13	0.00	35.13
Hardy Landscapes - Grass Cutting	1,502.63	300.53	1,803.16

b) The following payments were ratified having been paid between meeting

	Amount	VAT	Total
Bank Charges	4.67	0.00	4.67
Tom Harvey	40.00	0.00	40.00
LGS Services – Internal Audit	155.00	31.00	186.00
G Sheldrick – Smithy Repairs	670.00	0.00	670.00
British Gas – The Smithy Electricity	22.11	1.10	23.21
Bank Charges	4.25	0.00	4.25
Hardy Landscapes – Grass Cutting	1,354.70	270.94	1,625.64
SSE – Street Lighting	39.61	1.98	41.59
SSE – Street Lighting	698.75	34.94	733.69
Kerstin Rivett – NP Flyers	41.12	0.00	42.12
Payroll - June	1,429.70	0.00	1,429.70
SSE – Street Lighting	89.05	4.45	93.50
SSE – Street Lighting	39.67	1.98	41.65
Bank Charges	4.25	0.00	4.25

c) Item received after publication of the Agenda but authorised for payment

	Amount	VAT	Total
British Gas – The Smithy	22.61	1.13	23.74
Fowlmere PC	27.25		27.25

d) Credits Received

The RFO reported that interest of approximately £31.00 has been received from Lloyds Bank PL. He is pursuing payment for grass cutting from CCc. He is also attempting to clear up some discrepancies with SSE.

AF

e) Section 106 monies

The S106 monies remain invested in accounts with Cambridge Building Society and Saffron Building Society.

These monies are utilised for maintenance purposes and appropriate amounts to cover such expenditure are withdrawn on an annual basis. In line with present economic conditions the rate of interest payable is in accordance with prevailing market rates.

f) External Audit

The AGAR and supporting documents have been submitted to the External Auditor. Receipt has been acknowledged. The relevant notices have gone up on the noticeboards and on the website.

14. Reports (if any)-

a) Neighbourhood Forum

Cllr Richman had nothing to report save that no meetings have taken place.

b) Village Hall Management Committee

Cllr Gough said that the smell is back in the Village Hall. It is like “Bad Egg Sandwiches”. A plumber will be asked to investigate.

c) Police and Neighbourhood Watch

Cllr Gough has received no information.

d) District Council Information

Cllr Williams has prepared a report a copy of which is attached. The report has been circulated but Cllr Williams mentioned specifically the proposals for changes in Local Government. The options which appear to be on the table are:

- a) a unitary authority;
- b) an authority consisting of South Cambridgeshire and Cambridge City; and
- c) an authority consisting of Hertfordshire, South Cambridgeshire and Cambridge City

People should go on line and respond to the proposals.

e) County Council Report

Cllr McDonald has prepared a report a copy of which is attached. The report has been circulated but Cllr McDonald specifically mentioned a Housing Survey which will be sent out randomly across the

county. A report has been received on Highways Maintenance Transparency. This has tried to find out expenditure involved. Mayors would be appointed for the new unitary authorities with additional responsibilities for Police & Crime and Fire Brigades.

Cllr McDonald pointed out the relevance of the proposed development at the IWM to the Meridian BioGas development and the prospect that there may be a conflict.

Cllr Gough asked about the bus service and that the 17 is now the 31. There is a service twice a day.

Cllr McDonald said that Andrew Highfield of the Mayor's office co-ordinates bus services. He will attempt to set up a discussion with him. The service is at 7.30 am and 16.30. Recently a resident had to pay £19.50 for a taxi from Trumpington Park & Ride to Thriplow because of the lack of a bus service.

15. Incursion of Lorries onto Hurdles Way

Cllr Richman said that the lorry problem is not as bad. Main problems occur on Fridays. The hedge needs to be pruned.

16. Barrels discarded near Heathfield

No progress has been made in ascertaining who owns the barrels or securing their removal. The parish clerk will again seek the help of SCDC in the matter..

MC

17. Possible Pollution of Water Supplies

The parish clerk contacted Cllr McDonald who confirmed that the situation is being monitored. He supplied a copy of Cllr McDonald's email to all parish councillors. Cllr Richman has contacted Anglian Water to arrange to have her own water supply tested. Cllr Schneider said the issue is one which is being raised by incomers to Heathfield.

18. Problems with Flooding in parts of the Village

Nothing further has been heard from Anglian Water at present.

19. Update on area on the Village Green outside of The Green Man

The parish clerk said that a response is awaited from the parish council's solicitors on the drawing up of an agreement and the level of fees..

20. Update of Standing Orders and various policies

It was agreed that this needs to be done. Owing to holiday commitments etc This will take place during October..

21. Correspondence

A list of correspondence received has been circulated to parish councillors

22. Date of next meeting

The next meeting was scheduled to be for the 8th September. Due to holiday commitments etc this meeting will now take place on the 22nd September

There being no further business the meeting closed at 9.50 pm. The Chairman thanked everyone for attending.

..... Chairman

..... Date

DISTRICT REPORT

Local Government Reorganisation

On 11th June, SCDC set out three proposed models for the reorganisation of local government in Cambridgeshire. This follows a central government mandate to move to a unitary structure by April 2028. The District Council, together with the County and City Councils, is now consulting the public on these options. A survey was launched on 18th June inviting residents and local or-

ganisations to provide feedback. The outcomes of this consultation will influence the final structure of local government in the region. The parish Council should have been sent a link to complete the survey as a 'Stakeholder'

2. Environmental and Educational Initiatives

On 9th June, SCDC held a schools' sustainability showcase event to highlight the work local schools are doing to improve air quality and promote environmentally responsible behaviours among young people. Additionally, the Council has introduced QR-coded stickers on public litter and dog waste bins to make it easier for residents to report when bins are full. This aims to improve response times and environmental cleanliness.

4. Community Health and Support

The Council launched a new grant programme on 12th June aimed at promoting physical activity in local communities. This "Get South Cambridgeshire Active" initiative offers funding for groups and organisations seeking to encourage exercise and healthy living. Whittlesford-based organisations may be eligible to apply. On 16th June, SCDC also relaunched its period poverty campaign, providing free and eco-friendly hygiene products to residents in need.

A £10,000 grant scheme to fund physical activity for people in South Cambridgeshire with long term health conditions on Monday July 7) for applications. Further information is available here: <https://www.scambs.gov.uk/news/10000-grant-scheme-opens-to-support-people-with-chronic-health-conditions-through-physical-activity>

5. Four-Day Working Week Trial

SCDC published results from its ongoing four-day working week trial on 4th July.

A Scrutiny and Overview Committee meeting to consider the report will take place today (14th July) to examine the data in more detail. A final decision on whether to make the four-day week permanent will be made by the Full Council on 17th July. Cambridge City Council will also consider the implications due to shared services at their meeting on 24th July.

I have opposed the 4DW since it was started as a trial back in 2022. It should not be implemented without a democratic mandate from voters in the District, because it is our council tax that is paying for staff not to work one day a week. There is no such mandate at present because introducing a 4DW was not in the manifesto of any of the parties currently represented on the District Council.

Parish Council County Report July 2025

Highways Survey

Cambridgeshire residents are being asked for their views on Cambridgeshire County Council's highways and transport services in the National Highways and Transport (NHT) Public Satisfaction survey.

In this annual survey residents will have the opportunity to comment on everything from the condition of roads and footpaths to public transport and the quality of cycling facilities in Cambridgeshire.

This month, a questionnaire is being sent to a random sample of at least 3,300 Cambridgeshire residents, followed by a reminder. Since the survey is based on a sample, residents who receive a copy are being urged to take part. They can do so either by post or online.

The purpose of the survey is to give residents the chance to comment on highways and transport services in their local area. Local and national results will be published in late-October 2025, and we will use the feedback to manage and improve local services.

Cambridgeshire County Council have signed up to this standardised annual survey to benchmark against the other local authorities who take part. Each year members of the public are asked the same core questions so that comparisons can be made across the country.

The survey, which is being run for the 18th year, is the largest collaboration between councils, offering the opportunity to compare results, share in best practice and identify further opportunities to work together.

Last results can be found here:

<https://www.nhtnetwork.co.uk/isolated/page/793>

Highways Transparency

Cambridgeshire County Council has responded to a request by the Department for Transport (DfT) for local highway authorities to produce detailed transparency reports on maintenance activities to secure additional funding.

Under the new requirements, 25% of the £500 million additional maintenance funding from Government for 2025-26 is contingent on authorities publishing reports by the end of June 2025 demonstrating compliance with best practice criteria.

The reports must detail five-year maintenance spending comparisons, network condition statistics, pothole repair estimates, and planned maintenance activities. Authorities, such as the county council, must also submit additional information by October 2025 covering asset values and compliance with best practice criteria. The requirements apply to all local highway authorities in England.

The council's report was published today and is available on our website at:

<https://www.cambridgeshire.gov.uk/highways-transparency>

Key highlights from the report show:

Since 2023-24, the amount of capital funding we spend on highway maintenance has increased by £35m, from £24m to £59m.

The Council has allocated more than £73m for highways maintenance in 2025/26 inclusive of revenue funding. Over the last five years, we have repaired an average of 55,400 individual potholes each year.

In 2024/25 we:

- Spent more than £30m improving over 145 kilometres of roads county-wide.
- Reconstructed or resurfaced 166 roads.
- Spent more than £4.5m repairing 52,229 potholes across the county.
- Received 16,371 potholes reports from our residents.
- Spent more than £5m improving over 120km of key walking and cycling routes county-wide.
- Reconstructed or repaired 241 footpaths.
- Emptied and cleaned more than 35,000 drains.
- Upgraded 31 traffic signals.

- Recycled 41,000 tonnes of material and saved over 735 tonnes carbon dioxide equivalent, through various sustainability and carbon reduction processes.

In 2025/26, we have planned the following improvements:

- 259 schemes to repair 135km of road (with over 60% being preventative treatment work).
- 253 schemes to repair key walking and cycling routes county-wide.
- 5 bridges will be upgraded.
- 20 traffic signals will be replaced/upgraded.

Local Government Re Organisation

Communities across Cambridgeshire and Peterborough are being given an opportunity to have their say on a once in a generation opportunity to shape the future of local government.

An engagement survey has launched Thursday 19 June and focus groups are being run in June and July so people can help inform the biggest shake-up of local government since the 1970s.

It follows a national government requirement to replace current district, county and city councils with single-tier councils.

From April 2028, rather than dealing with separate county, city, and district authorities, residents will access all services—from road maintenance and bin collections to education, planning, social housing, social care, and support with benefits—through a unitary council.

Where areas have parish and town councils, these will not be affected and will continue to operate as they do now.

The national government believes these changes will improve services, making them simpler and more efficient, as well as supporting economic growth and delivering much needed housing.

Since the changes were announced in December 2024, all seven existing county, district and city councils have been working collaboratively to identify viable options for new unitary councils across the region.

No decisions have yet been made on what these new arrangements could look like, but the government has made it clear that it wants these councils to be unitaries (providing all services and covering all county and district functions).

Three proposed options for reorganisation were shared last week. Council leaders now want to hear the views of residents, businesses and local stakeholders like Town and Parish councils and community groups, to inform the business cases being developed for each of these proposals. Those business cases will then be submitted to the government in November. The final decisions on which new local government structures are put into place in Cambridgeshire and Peterborough will ultimately be made by national government.

The engagement focuses on the connections that people feel they have to different areas; where they work, socialise or get healthcare, for example. It also covers what priorities they think new unitary authorities should have and what is important to them when it comes to dealing with local government.

The survey will run from Thursday 19 June to the end of the day on Sunday 20 July.

Complete the survey: <https://can-campaigns.co.uk/local-councils-in-cambridgeshire-and-peterborough-are-changing/>

Hard copies will be available at council offices and in all libraries.